

09/16/93

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OSS INC - STEELE - OSS ADMIN HMBY

NO. 212

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OPEN SOURCE SOLUTIONS, Inc.
International Public Intelligence Clearinghouse
1914 Autumn Chase Court, Falls Church, Virginia 22043-1753

Voice: (703) 536-1775 | Facsimile: (703) 536-1776
INTERNET: steelers@well.sf.ca.us

FACSIMILE MEMORANDUM FOR:

Dear OSS '92 Participant

The Omni Shoreham is beginning to sell-out, and in consultation with their staff we have noted that you do not have a reservation with them.

We urge you to call them immediately to obtain a room for the nights you wish, at our special rates (corporate/foreign government \$120, U.S. government \$98 which is the rate authorized by the U.S. government for this area). The Omni's number is (202) 234-0700, fax (202) 265-5333. This is an intense symposium, with enormous networking potential in during the breakfast and evening hours--we urge you to avoid the horrendous Washington area traffic jams at rush hour. Tuesday night the reception goes until 1900, and Wednesday night the interest groups go until 1900.

If the Omni is fully booked by the time you call, there is an equally good hotel LESS THAN 100 METERS away, the Sheraton, which is honoring OSS '93 rates. Their number is (202) 328-2000, fax (202) 387-5397. Be sure to mention OSS '93 when making a reservation at the Sheraton, as well.

TODAY is the last day in which we have any "swing" in keeping rooms open for OSS '93 at the Omni. There should be no difficulty with the Sheraton over the next week or so, but that hotel also is filling up. Please do not diminish your investment in OSS '93 by failing to make a hotel reservation at a location which allows you to devote your full energy to the intellectual and political challenges of our event, rather than to fighting traffic.

Sincerely yours,



Robert D. Steele
President

10-15-93

15 October 1993

Fed Ex ✓

• Camdra-ready
logo

• Brw's Resume

• Brewster's Picture

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15 October 1993

FACSIMILE MEMORANDUM FOR:

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URGENT

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I immediately require from each of you, via Federal Express to be received no later than Monday, a camera-ready black and white corporate logo no larger than 3" x 3" and ideally 2" x 2". We go to press next Wednesday and I just realized I cannot fulfill my commitment to acknowledge sponsorship in the *Proceedings* if I do not have these logos in hand. If you have a speaker on the schedule and have not sent me ONE-page biography and a photograph of any size, color or B&W, this MUST be included in same package on Monday.

BEST WISHES,
Robert

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FACSIMILE TRANSMISSION

To: *Bruister Kahle*

From: **Robert David Steele, President**
OPEN SOURCE SOLUTIONS, Inc.

Date: *October 15, 1993*

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TIME SENSITIVE MATERIAL